

Performance Requirements Summary

The following describes the major items in the contract with incentives/disincentives for the work described. This is a duplication of the performance requirements found in the performance-based Statement of Work.

PERFORMANCE REQUIREMENTS SUMMARY

Task	Performance Deliverable Monitored	AQL	Surveillance Methodology	Surveillance Frequency	Monitoring Performed
Task 1.1.3 Title Search Report	The contractor shall prepare and deliver to the Government a written Title Search Report.	85% of the draft report and 100% of the final report adheres to the checklist subtasks. Legal description, title tree, and chain of title is without errors. Costs are within the amount of the approved work plan.	Review the weekly and/or monthly progress reports required by the work assignment, and review the draft and final report	Perform weekly and monthly reviews of progress reports and draft and final reports as required by the work assignment.	Review by the WAM
Task 1.1.4 Site History Report	The contractor shall prepare and deliver to the Government a written Site History, which may be incorporated into a PRP Search Report.	85% of the draft report and 100% of the final report adheres to the checklist subtasks. All documents are legible and appear in the report, as referenced. Costs are within the amount of the approved work plan.	Review the weekly and/or monthly progress reports required by the work assignment, and review the draft and final report	Perform weekly and monthly reviews of progress reports and draft and final reports as required by the work assignment.	Review by the WAM
Task	Performance	AQL	Surveillance	Surveillance	Monitoring

	Deliverable Monitored		Methodology	Frequency	Performed
Task 1.2 PRP Name and Address verification	<p>Maintain a current, up to date, list of PRP names, addresses and other contract information (e.g. phone numbers) enabling EPA to serve enforcement related correspondence;</p> <p>Verify the accuracy of PRP addresses prior to submitting the CERCLA 104(e) mailing material to the Government for review and approval</p>	No more than 2% of enforcement correspondence shall be returned as undeliverable.	Through self-inspection the contractor shall sample up to 10% of the address verification to ensure the accuracy of the information. The WAM may perform a random sampling of up to 5% of the PRP name and address verification and check for accuracy.	Periodic	Contractor through self-inspection and WAM through random sampling.
Task 1.5 Waste-In	The Contractor shall create and/or maintain a electronic database containing information (e.g., names & addresses of PRPs and type and volume of waste contributed) needed to produce Waste-In, Volumetric Ranking Reports and Transactional Reports	Database accuracy shall 100%	The WAM will review the contractor's weekly and/or monthly progress reports required by the Work Assignment. The Government will review the contractor's self-inspection records and independently verify the accuracy of a random sample of waste-in data against the transactional source document.	Periodic	Contractor through self-inspection and WAM through random sampling.

Task	Performance Deliverable Monitored	AQL	Surveillance Methodology	Surveillance Frequency	Monitoring Performed
Task 1.6 Corporate Research and Financial Assessment	The contractor shall perform corporate research, conduct financial analysis and submit a report to the government assessing each PRP's ability to pay	Eighty-five (85%) percent of the draft report and 100% of the final report adheres to the requirement in the checklist. All mathematical computations reflect 100% QA/QC with a 0% error rate resulting on the final report.	Review the weekly and/or monthly progress reports required by the work assignment, and review the draft and final report	Perform weekly and monthly reviews of progress reports and draft and final reports as required by the work assignment.	Review by the WAM.
Tasks 2 Litigation Support	<ul style="list-style-type: none"> Secure qualified experts that possess the special qualifications needed by the Agency for a particular enforcement action. Provide the EPA WAM with a letter report that contains verified and accurate information on all final candidates Provide a matrix showing a basis for selection of a final candidate. 	The expert must hold the necessary credentials in the area specified in the Work Assignment.	Review the weekly and/or monthly progress reports required by the work assignment, and review the draft and final report	Perform weekly and monthly reviews of progress reports and draft and final reports as required by the work assignment.	Review by the WAM.

Task	Performance Deliverable Monitored	AQL	Surveillance Methodology	Surveillance Frequency	Monitoring Performed
Tasks 3,4,5,& 7	All Deliverables and Contract Reports of Work		Review the weekly and/or monthly progress reports required by the work assignment, and review the draft and final report	Perform weekly and monthly reviews of progress reports and draft and final reports as required by the work assignment.	Review by the WAM.